

Indiana School Nutrition Program Disclosure Chart

Use this chart in conjunction with USDA’s Disclosure Chart in the Eligibility Guidance Manual on page 86 and 87. To access the manual, click https://fns-prod.azureedge.net/sites/default/files/cn/SP36_CACFP15_SFSP11-2017a1.pdf. For disclosure instructions, check out the Disclosure Process Fact Sheet by clicking [here](#). Remember, disclosure is always an option, never a requirement.

Disclosure for Federal Programs

Recipient of Information	Requirements	Disclosure Agreement	Notes
21 st Century Community Learning Centers (CCLC) Program	No permission necessary	Yes	21 st CCLS Program is a federally-funded program. In Indiana it is administered by the Indiana Department of Education.
Auditors assessing compliance with USDA’s Child Nutrition Programs	No permission necessary	No	An agreement is not required for Federal agencies evaluating or reviewing CNP operations.
E-Rate	No permission necessary	Yes	This data is required by a federal education program.
Every Student Succeeds Act (ESSA) and Title 1	No permission necessary	Yes	This data is required by a federal education program.
National Assessment of Educational Progress (NAEP)	No permission necessary	Yes	This is part of the data required by the U.S. Department of Education, National Center on Education Statistics.
Purdue’s Educational Talent Search (which is a federally funded TRIO program)	No permission necessary	Yes	This is a U.S. Department of Education program.

Disclosure for State Programs

Recipient of Information	Requirements	Disclosure Agreement	Notes
21 st Century Scholars	Disclosure not necessary	No	21 st Century uses their own application to determine eligibility. https://scholars.in.gov/
Auditors assessing compliance with USDA's Child Nutrition Programs	No permission necessary	No	An agreement is not required for State or local agencies evaluating or reviewing CNP operations.
Department of Child Services (DCS)	Must receive parent/guardian permission	Yes	DCS might ask for a list of Foster children; this disclosure is not mandatory. If you do choose to disclose, you must gain parental approval.
Governor's Work Ethic Certificate (WEC)	No permission necessary	Yes	WEC is administered by the Indiana Department of Workforce Development.
ILEARN and <u>ISTAR</u>	No permission necessary	No	ILEARN is a State test administered by the Indiana Department of Education, and the Indiana Standards Tools for Alternate Reporting (ISTAR) is a State assessment administered by the Indiana Department of Education.
JAG – Jobs for America's Graduates	No permission necessary	Yes	This is considered a State Education Program administered by the Department of Workforce Development.
School Improvement Plan	Disclosure not necessary	No	Free and reduced information does not need to be shared for the school improvement plan.
Textbook Assistance	Parents/Guardians must have signed the textbook assistance section on the application.	Yes	Have a Disclosure Agreement with the textbook assistance processor at the school(s).

Disclosure for Fee Waivers or Reductions

Recipient of Information	Requirements	Disclosure Agreement	Notes
Exam, Field trip, and Other Program Fee Waivers (Includes SAT, ACT, AP, and dual credit waivers)	Must receive parent/guardian permission	Yes	Any time a school or organization sets up a program to discount or waive fees for educational programs, they must be granted permission for accessing a list of free/reduced students.
Indiana Utility and Cable Companies (i.e., Vectren, Comcast, etc.)	Must receive parent/guardian permission	Yes	Many of these companies offer special discounts to households if they prove their children are eligible for free or reduced meals on the NSLP. If a company wants to verify that a household is free or reduced, you must receive written permission from the household first.

Disclosure for Medicaid Benefits

Recipient of Information	Requirements	Disclosure Agreement	Notes
Adult and Child	Must receive parent/guardian permission	Yes	Adult and Child sometimes pairs with schools to help students who qualify for Medicaid.
Hoosier Healthwise Sub-Agencies	Parents/Guardians must have signed the Hoosier Healthwise section on the application.	Yes	Sub-agencies include: Covering Kids and Families (CKF), MDwise, Area Five Agency on Aging and Community Services, Health and Hospital Corp of Marion County, Open Door Health Services, Community HealthNet, Healthy Communities Initiative of LaPorte County, United Way of Madison County, Community Action of Northeast Indiana, Valley Professionals Community Health Center, HealthLinc Community Health Centers, West Central Indiana Economic Development District

Disclosure for Local Programs or Requests

Recipient of Information	Requirements	Disclosure Agreement	Notes
Backpack Programs	Must receive parent/guardian permission	Yes	Whether the program is started by an outside organization or a group from the school, parent/guardian permission is required.
Local Research Studies	Must receive parent/guardian permission	Yes	For instance, a school administrator is writing a report on socioeconomic level and behavior and wants to get eligibility information to compare data. The parents/guardians must first permit their information to be provided to the administrator.
Other Schools, RCCIs, Day Cares and Camps (requesting information for the National School Lunch Program, School Breakfast Program, Child and Adult Care Food Program, and Summer Food Service Program)	No permission necessary	No	As long as the school, RCCI, day care or camp is requesting eligibility information for the National School Lunch Program, School Breakfast Program, Child and Adult Care Food Program, or Summer Food Service Program, schools are permitted to provide a copy of the application, direct certification documentation, and/or other eligibility information.
School Officials: Principals, School Nurses, Teachers, Counselors	Must receive parent/guardian permission	Yes	Only individuals with 'need to know' status may receive eligibility information without parent consent. 'Need to know' individuals include those who process free and reduced applications and conduct verification. For more information on 'need to know' look at the Eligibility Manual on page 87 and 88.